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17 JUN 1968  
Meetings  
(minutes)

MINUTES

DD/S STAFF MEETING

11 June 1968 - 1030 Hours

Bg.

25X1

2. Savings Bond Drive

Mr. Wattles said that the Savings Bond Drive has been extended by two weeks (to 21 June), and a notice will be coming out to advise all employees of this. The Bond Drive has been lagging in the Agency, as in other agencies; effective 1 June the interest rate on Series E and H bonds was increased from 4.15% to 4.25%.

3. Proposed Executive Order to Permit Cash Awards to Members of the Armed Forces

Mr. Wattles noted that under present regulations agencies may not pay cash awards to military personnel on active duty for savings resulting from their suggestions. The Department of Defense has proposed an Executive Order to permit such payments, and the Agency has endorsed this proposal.

4. Brookings Conferences for Fiscal Year 1969

Mr. Richardson discussed Brookings Conferences for Fiscal Year 1969. These will include three two-week conferences for Administrative and Program Officers and three one-week conferences for senior officers in scientific areas. A series of 3-1/2 day refresher conferences for updating previous participants is also planned. The Agency has usually participated in these conferences, and nominations of GS-16 and above personnel should be submitted to the DD/S by 27 June, for forwarding to OTR by 10 July. Mr. Richardson also noted that OTR pays the freight on these conferences.

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Mr. Bannerman said that he had mentioned the Federal Executive Institute at the Executive Committee Meeting. Mr. Richardson noted that this institute begins this fall at Charlottesville, Virginia with four sessions of eight-weeks duration. Participants should be GS-16 or above. The Agency has been allocated three spaces for FY 1969.

Mr. Osborn joined the meeting at this point.

5. Statistical Reports

Mr. Bannerman said that he had noted that some reports were being prepared on a calendar year basis while the majority of reports seem to be on a fiscal year basis. Using these different time spans makes it impossible, of course, to put the figures together. Unless there should be strong reasons for preparing reports on a calendar year basis, the DD/S prefers that statistical reports be prepared on a fiscal year basis.

6. S. 1035

Mr. Bannerman said that hearings on this bill are scheduled by the House Civil Service and Post Office Committee for this week and next. The date for the Agency's appearance has not yet been established.



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8. 19 June March

Mr. Bannerman said that the Director of Security will be submitting a report relative to prospective demonstrations during this period. It may be necessary to call a meeting of the Building Responsible Officers.

9. Correspondence Received by the DCI

Many letters are received by the DCI which are bucked down to the Support Offices for the preparation of suitable replies. The DD/S will attempt to give the action office some guidance as to the nature of the response that should be made and we may thus be able to speed up the preparation of replies. If any Office Head has action on such a letter, and has questions as to the content of the reply, he should check quickly with the DD/S.

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10. Around the Table



The National Communication System staff also met and is looking at national communications systems of the 70's. This involves engineering concepts, not base-area real estate.

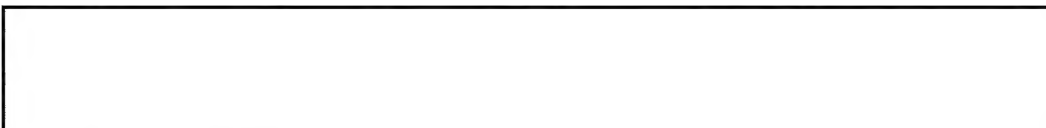
Will be visiting NSA tomorrow.

b. Mr. Wattles:

The Civil Service Commission is conducting a seminar on career training programs in the government and Messrs. Wattles, [redacted] [redacted] will be attending.

c. [redacted]

BALPA proposals are due in [redacted] on 15 June. While we do not yet know what these proposals will involve, the Agency has pretty well determined, country by country, on the maximum cuts that we can take. Country-position papers are being prepared.



d. Mr. Osborn:

The Office of Security has established a link with Holabird to tap Army reporting on civil unrest (including student activities) all over the country. A great deal of valuable information is being acquired.

Testing of the data link with Holabird will start next week.

The prototype badge machine looks good, and it is hoped to start testing this [redacted] within a month.

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e. Dr. Tietjen:

The Civil Service Commission has put out revised procedures covering involuntary separations. Mr. Bannerman asked that the Offices of Personnel, Security, and Medical Services get together to take a look at the requirements which go with each step in these new procedures.

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f. Mr. Richardson:

There was a conference [REDACTED] on Ops Course Phase II last week.

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25X1 [REDACTED] The EUR Division refresher course started on the 10th. [REDACTED] commented that the DD/P seems to be very interested in this refresher training.

Inquired as to any decision on the DD/P CT figures; [REDACTED] said that this had not yet been decided.

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25X1 g. [REDACTED]

25X1 PPB is sending its recommendations to Colonel White piecemeal on the BALPA slot requests. Mr. Bannerman inquired as to whether or not the needs set forth in increased position requests for FY 1969 which have been cancelled were being considered in the allocation of BALPA I slots. [REDACTED] said that these needs should, of course, be considered but had not been specifically taken into account.

h. Mr. Bush:

25X1 [REDACTED] has reported in as Chief of Support.

i. [REDACTED]

25X1 Still following up with PPB on year-end funds. He has informally heard [REDACTED] is returning one half million dollars which should remain in property funds.

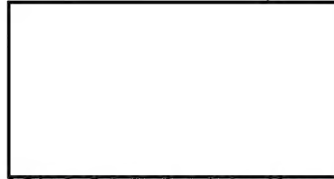
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11. The meeting adjourned at 1130 hours.



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Special Assistant to the  
Deputy Director for Support

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ACTION ITEMS

DD/S STAFF MEETING

11 June 1968

1. Nominations for Brookings Conferences for FY 1969 to be in for DD/S consideration by 27 June 1968.
2. Director of Security to submit a report relative to prospective demonstrations during the 19 June march.
3. Offices of Personnel, Security and Medical Services to take a look at the requirements which go with each step in the new Civil Service involuntary separations procedures.
4. OTR needs decision from Executive Director-Comptroller on DD/P CT figures for FY '69 and '70.

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